**Creating Assignments Using Compass Odyssey Curriculum**

1. <http://www.williamstown.kyschools.us>
2. Click Students
3. Click Compass
4. Log In
5. Click Assignments
6. Click Assignment Builder

7. Click Odyssey Curriculum

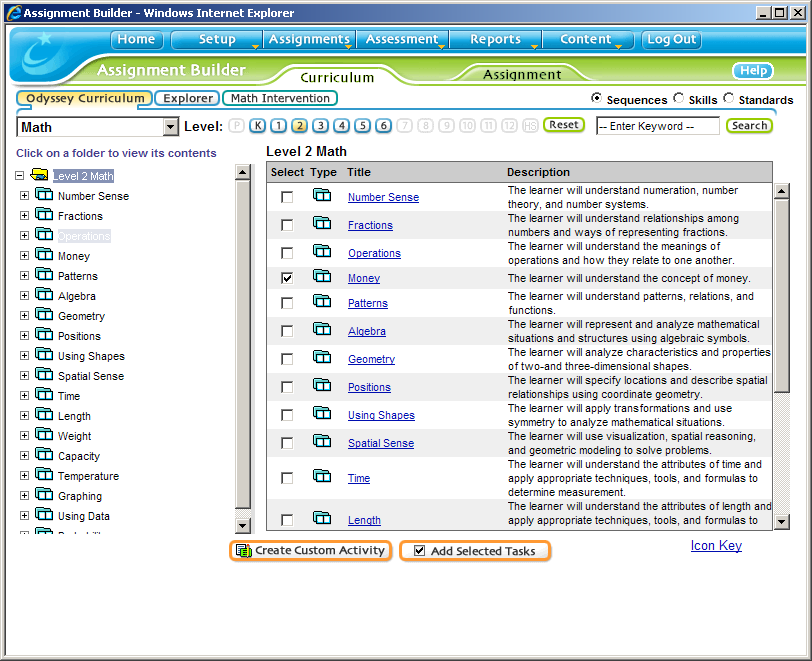


8. From the drop down menu, select the subject

9. Click your grade level

10. You have a couple of choices here…….

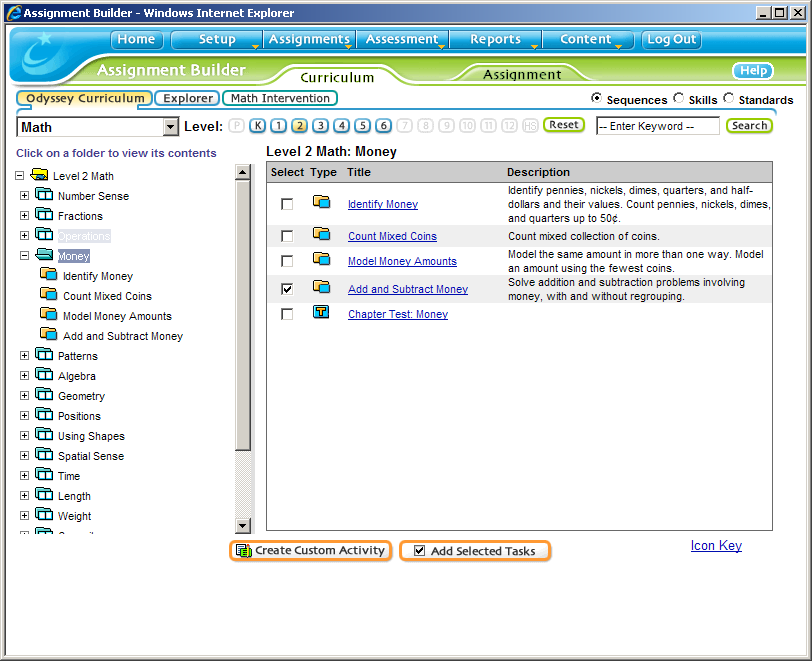
If you want to assign the entire chapter folder, click here. Then, click **Add Selected** **Tasks** at the bottom of the screen. Go to step # 14.



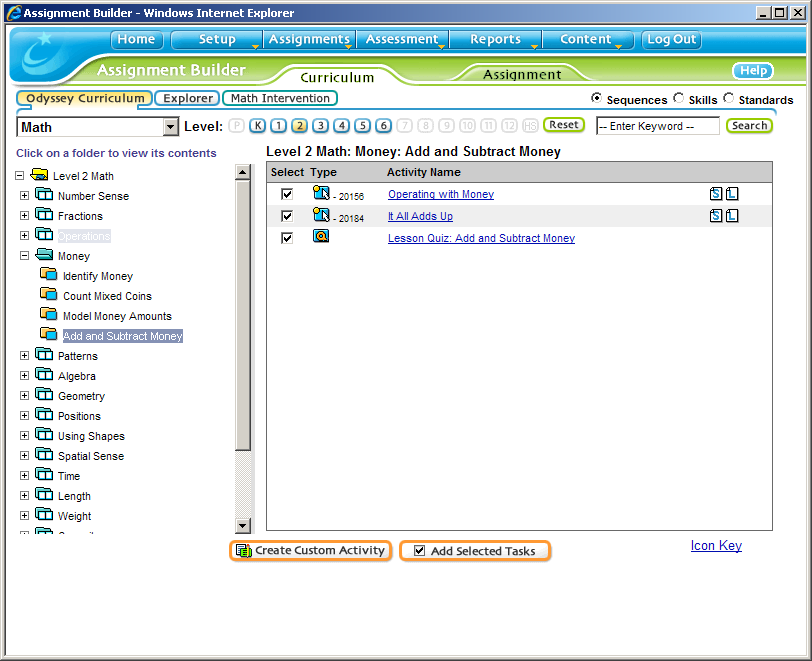
If you want to assign just a part of the chapter folder, click on the name of the chapter folder and go to step # 11.

11. Again, you have a couple of choices……

Click here to assign the entire Lesson Folder. Then, click **Add Selected Tasks** at the bottom of the screen. Go to step # 14.



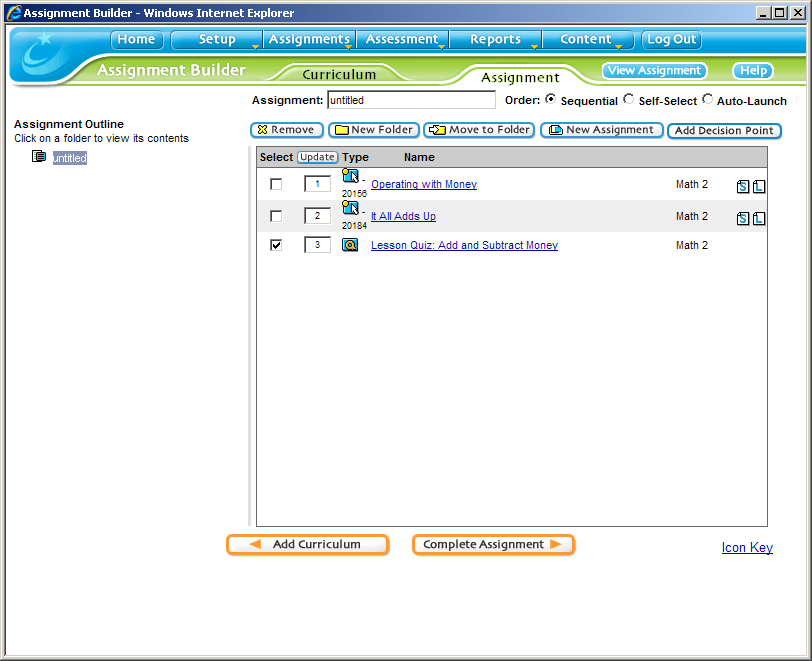
If you want to assign particular activities in the Lesson Folder, click on the name of the Lesson Folder and go to step # 12.



12. Check any activity you want to include in your assignment

13. Click Add Selected Tasks

14. You get a preview screen of what your assignment looks like so far.



Do you want to add a Decision Point?

If you want to add more activities to this assignment, click here.

If you are finished with this assignment, click here. Go to step # 15.

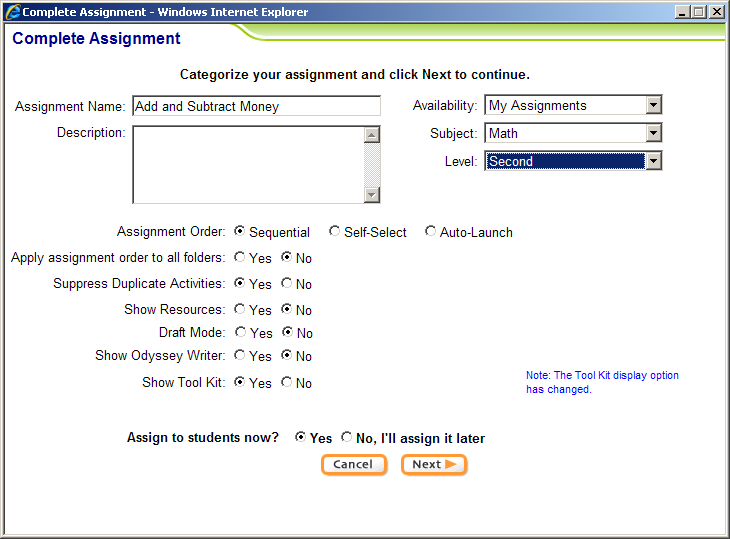
15. Fill in your information for the

* 1. Assignment Name: what students see as the name of the assignment
  2. Assignment Order:

**Sequential =** students have to work in the order of the assignment **Self – Select =** students can choose their own order

**Auto-Launch =** the next activity will automatically launch without having to return to the launch pad

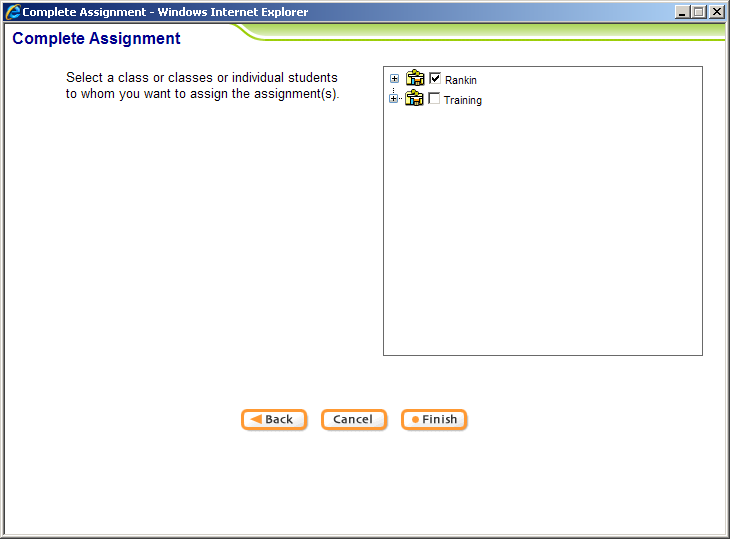
* 1. Assignment Access: Will typically be left at My Assignments
  2. Assignment Subject and Level: The subject and level from which you created the assignment



Do you want to save this assignment for later? Click **No** and **Next**. Click Close at the next screen.

Do you want to assign it now? Click **Yes** and **Next**. Then, continue to step # 16.

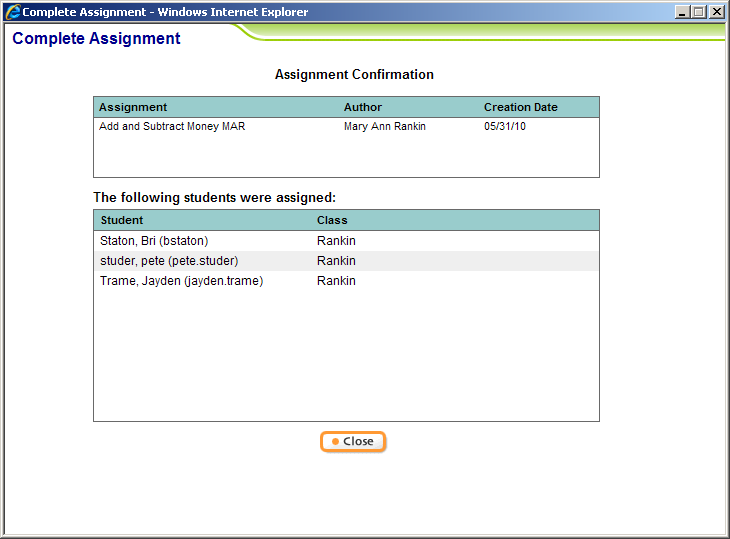
16. You have 2 choices here……



If you want the entire class to have this assignment, place a check mark beside the class name.

If you want just a few students to have this assignment, click the + sign to find those students. Then, place a check mark beside their names.

17. After assigning, click Finish.



This is a confirmation screen of who received the assignment. Click Close.